

**CALIFORNIA ARMY NATIONAL GUARD (CAL ARNG)  
ACTIVE DUTY GUARD/RESERVE (AGR)  
STATEWIDE TOUR ANNOUNCEMENT**

- 1. Position Tour Number:** FTM: 110-08  
UIC: WP96A0 UMR 203 / 02
- 2. Position Title:** Training NCO (DMOS 21B)
- 3. Unit/Location:** Company A, 40<sup>th</sup> BSTB, 40<sup>th</sup> IBCT, El Centro, CA
- 4. Opening Date of Job Announcement:** 22 July 2008
- 5. Closing Date:** 22 August 2008
- 6. Maximum Grade:** E6
- 7. Minimum Grade:** E5
- 8. Personnel Eligible to Apply:** (X) Male ( ) Female ( ) OFF ( ) WO (X) ENL

***Note Statewide means: Must be a California Army National Guard Member in order to apply.***

**Note: A favorable drug screening test within 15 days of initial entry into the AGR program is mandatory. Failure to comply with this policy will have your AGR tour revoked.**

**a. Stabilization policy:** AGR personnel are required to serve a minimum of 24 months if MOSQ, 36 months if non-MOSQ, in any fulltime position before they can be considered for another AGR position within the state.

**b.** For the purpose of sustainment requirements, Soldiers that are selected in the AGR program in a position commensurate with their current grade will be removed from the promotion list upon effective date of hire for a period of 12 months. A memorandum of understanding will be required by the selected Soldier prior to orders being published by this headquarters.

**c.** Applicants are required to obtain the DMOS of 21B within one year of accession. Soldiers who have not completed initial entry training (IET) are ineligible to apply. Soldiers applying must meet the physical demand, rating, and qualifications for the initial award of the MOS IAW DA Pam 611-21.

**d.** Soldiers applying must meet the following eligibility criteria IAW DA Pam 611-21:

- (1) A physical demands rating of very heavy.
- (2) A physical profile of 111221.
- (3) Normal color vision.
- (4) A minimum score of 90 in aptitude area CO.
- (5) Mandatory formal training.

e. Must have a minimum of SECRET Security Clearance.

9. Selecting Supervisor: Deputy Commander, 40<sup>th</sup> IBCT,

10. Military Status: Full-Time Military Title 32 Section 502 (f) (AGR).

**11. Applicants must, as a minimum, submit the following documents:** If required item(s) are missing from your packet **it will** be returned to the applicant due to lack of information. **(Please no binders.)**

a. NGB Form 34-1 (with signature and date). Ensure that you annotate both Tour Number and Position Title on the top of page one, of the application.

b. Three-quarter-length photograph in duty uniform made within the previous 12 months ("official" military photograph is not required).

c. **Certified copy** of DA form 2-1 or DD 1966-1, or Recruiter's Worksheet demonstrating qualifying ASVAB/AFCT scores.

*(Certified Copy - See frequently asked questions)*

d. Last 5 NCOERs. (Supervisor must provide written statement/memo providing information as to why soldier's NCOERs are not available. Applicants in the grade of recently promoted E5s must submit at least one current letter of recommendation in lieu of this requirement ensure that this letter is dated within 45 days of effective date of vacancy announcement and that it highlights job assignment, duties, and capabilities).

e. **Certified copy** of current DA Form 705 (APFT), within six months for "on-board" AGR soldiers, and within 12 months for traditional guardsmen, ensure that height and weight are annotated. *(Certified Copy - See frequently asked questions)*

f. Must meet standards IAW AR 600-9, submit body fat worksheet, (if applicable).

g. Current Medpros printout (Available on AKO).

<https://apps.mods.army.mil/MEDPROS/MyMedicalReadiness/default.aspx> (select IMR record).

h. DA Form 4970 Cardiovascular screening (over 40 soldiers) if applicable.

i. All DD forms 214 (copy must include bottom portion that identifies SPD code).

j. RPAS statement.

k. Must have a current Driver's license and provide current DMV print out (within six months) must be enclosed with this packet.

***\*\* We recommend that you have a member of your unit review your application prior to submission to our office.***

**12.** Applicants who answer YES to questions 8, or 12 – 18 of section IV, NGB Form 34-1, or have not completed initial entry training (IET) are ineligible to apply to include: **DD214(s) that have unfavorable remarks to include; unsatisfactory Performance, Misconduct, Dropped from the Rolls (DRF) Unsuitability/Unfitness or in lieu of court-martial AR 135-18, AR 135-91 Chapter 4, 26, AR 135-178 Chapter 8, 3, and 635-200 Chapter 11.**

**13.** Applicants selected for AGR, meeting any one of the following disqualifications, will require a HQDA, DCSPER waiver prior to entry.

**a.** Unable to serve at least five (5) years on AGR status prior to achieving eighteen (18) years-active federal status or mandatory removal date.

**b.** Entitled to military retired pay.

**14.** Duties and Responsibilities: Responsible for accomplishing the Commander's plans and programs to attain the unit's training and mobilization readiness objectives. Maintains mobilization files, training files, physical security files, training library, unit MOS qualification training program.

**a.** Assist in preparing quarterly Unit Status Report (USR), annual TAM, briefing materials, ammunition requests, training site requests, and other reports as directed by the Commander, Readiness NCO, and/or AGR OIC.

**b.** Input required Soldier personnel data accurately and in a timely fashion in the HR systems soon to be the Defense Integrated Military Human Resources System (DIMHRS) for all Soldiers. Maintain accountability of assigned, attached, or other personnel, and process payroll. Execute required EPS actions to include awards, evaluations, personnel actions, promotion boards and assist the Commander with the management of semi-centralized promotion actions. Update Soldier records as required. Monitor, track and update personnel elements of individual Soldier readiness status. Input certain personnel activities to include service transfers and discharges, line of duty (LOD) investigations. Attend all unit training assemblies, additional training assemblies and annual training periods. Attends MOSQ schools, additional skill identifier (ASI) required schools, and training courses conducted by the National Guard Professional Education Center, 40<sup>th</sup> ID(M) and/or OTAG. Perform other duties as required.

**c.** Applicants should be proficient in Microsoft Office applications and have general computer literacy.

**15.** Submit application to: Joint forces Headquarters, ATTN: CARSD-J1--HR-AGR, Box 37, 9800 Goethe Road, P.O. Box 269101, Sacramento, CA 95826-9101. **Please Do Not call this**

office with questions to your application to see if we have received it. You will be notified by mail please see frequently asked questions on our web page.

NOTE: If you require a certified copy of DA Form 2-1 and/or RPAS statement, call 916-854-3268. **COMPLETE APPLICATION (TO INCLUDE ALL REQUIRED DOCUMENTS) MUST BE RECEIVED IN HR-AGR NOT LATER THAN THE CLOSING DATE SHOWN IN BLOCK #5.** Additional copies of this announcement may be obtained from our website at [www.calguard.ca.gov/cahr](http://www.calguard.ca.gov/cahr).

**16.** Selectees (other than on-board AGR Soldiers) are required to provide evidence of Chapter 2 or 3 medical examination in MEDPROS, taken not more than 24 months prior to the AGR tour start date. If Chapter 2 or 3 are more than 6 months old but less than 24 months, the DA Form 7349 must be accomplished within 60 days prior to the first day of AGR duty to ensure that Chapter 2 or 3 standards continue to be met. The medical examination must indicate compliance with the requirements of chapter 2 or 3 (AR 40-501) and accomplished at an active military medical facility or Military Entrance and Processing Station (MEPS). Human Immune Deficiency Virus (HIC) testing for all Soldiers will be accomplished within 6 months prior to initial entry.

NOTE: A favorable drug screening test within 15 days of initial entry into the AGR program is mandatory. Failure to comply with this policy will have your AGR tour revoked.

**17. Equal Opportunity:** The California National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, political affiliation, marital status, or any other non-merit factor.